



REPLY TO  
ATTENTION OF  
CENWS-SO

**DEPARTMENT OF THE ARMY**  
**SEATTLE DISTRICT, CORPS OF ENGINEERS**  
**P.O. BOX 3755**  
**SEATTLE, WASHINGTON 98124-2255**

31 July 2000

MEMORANDUM FOR: All Seattle District Employees

SUBJECT: Seattle District Safety and Occupational Health Policy

1. As the leader of the Seattle District it is my responsibility to ensure that our people are given a safe and healthful workplace. Accidents are an unacceptable hindrance to accomplishing our mission for the Nation. I expect all leaders to employ the risk-management process in their daily decisions to ensure that resources are conserved and we remain the flagship District.
2. As dedicated employees in this organization, it is up to each of you to follow safe work practices and to assist your coworkers in doing the same. Safety begins with each team member setting the example. Please recognize your value to the organization and take the necessary steps to protect yourself by working safely.
3. As the world's premier engineering organization, the Corps of Engineers has set many impressive standards. One of those is an excellent accident frequency rate for both construction work and O & M work. Another is our reputation for designing and building award winning projects. Designing for occupant safety and health is a key part of this successful recipe. To maintain this standard of excellence, we must continue to develop our workforce through training in life safety.
4. I expect each supervisor to incorporate specific safety-related objectives into the TAPES forms of all employees in key safety positions like shop foreman and quality assurance representative. I expect each team member to join me in a partnership to create and maintain a safe work environment for us all.

/s/

**RALPH H. GRAVES**  
Colonel, Corps of Engineers  
Commanding